

**DIVISION OF BUILDING SAFETY
PUBLIC WORKS CONTRACTORS LICENSE BUREAU
1090 E WATERTOWER STREET
MERIDIAN, ID 83642
(208) 334-4057**

*** READ THIS TO ELIMINATE ERRORS *
* AND SAVE TIME ***

Please be sure your application is **COMPLETE**. Check the following items before submitting your application.

<div>PAGE 3</div> <div><input type="checkbox"/> Instructions for completing the Public Works Contractors License application.</div> <div><input type="checkbox"/> In order to pay by credit card, the authorization at the bottom of the page must be completed and signed in its entirety.</div>
<div>PAGE 4</div> <div><input type="checkbox"/> For your information. PLEASE READ PAGE 4 OF THE APPLICATION.</div>
<div>PAGE 5</div> <div><input type="checkbox"/> Show business name in way you want to bid.</div> <div><input type="checkbox"/> Provide complete mailing address.</div> <div><input type="checkbox"/> Provide correct SSN, EIN or TIN as applicable.</div> <div><input type="checkbox"/> Provide contact name and e-mail address.</div> <div><input type="checkbox"/> Mark box for the type of business structure of your company.</div> <div><input type="checkbox"/> Mark box for the appropriate class and fee.</div>
<div>PAGE 6</div> <div><input type="checkbox"/> Answer all questions on the application form.</div> <div><input type="checkbox"/> Application must be signed by owner or corporate officer.</div> <div><input type="checkbox"/> The signature must be notarized with the notary seal affixed.</div>
<div>PAGE 7</div> <div><input type="checkbox"/> Check the types of construction for which you wish to be licensed.</div> <div><input type="checkbox"/> If a change in type of construction is desired, you must submit a separate letter with work history and references.</div>
<div>PAGE 8</div> <div><input type="checkbox"/> Check the categories for which you wish to be licensed.</div> <div><input type="checkbox"/> If a change in categories is desired, you must submit a separate letter with work history and references.</div>
<div>PAGE 8</div> <div><input type="checkbox"/> List projects completed to support your request for all requested types and/or categories (projects need not be public works jobs).</div> <div><input type="checkbox"/> Provide fixed asset list (depreciation schedule).</div>
<div>FINANCIAL STATEMENT must be in accordance with instructions on page 3 of the application.</div> <div><input type="checkbox"/> Must be dated.</div> <div><input type="checkbox"/> Must be complete and balance.</div> <div><input type="checkbox"/> Must be on the entity seeking a license.</div> <div><input type="checkbox"/> List assets and liabilities in current and long-term maturities.</div>
<div>FEE</div> <div><input type="checkbox"/> Check or credit card authorization must be payable for the amount of the class selected.</div> <div><input type="checkbox"/> Check is made payable to: DBS - Public Works Contractors.</div> <div><input type="checkbox"/> Check must be signed and dated.</div>